

## COA Meeting Notes

November 4, 2015

Kevin called the meeting to order at 10:31 am. Members present: Kevin Rudden, Earl Pearlman, Carol Kotros, Peg Noguiera, Mary Ann Hopkins, Ann Vandersluis and Director, Amy Wilson-Kent. Bob Carlson arrived at 11am and Carol Kotros had to leave at 11:30. Friends' members present: Nancy Jenkins, Dick Skinner and Lou Meroli.

The Secretary's report was approved with two minor corrections. The Treasurer and Director's reports were unanimously approved. The Friends have not met yet this month but Amy noted in her report that on Dec 2 there is a trip to Mechanics Hall Brown Bag concert in Worcester with Hopedale Senior Center and on Dec 10, they have a Hawaiian themed day trip/dinner scheduled for \$69/person.

### Old Business

Food Pantry—Carol has volunteers lined up for Saturday's Scout food drive. She has purchased gift cards for Thanksgiving and Christmas. She heard from Jen Callihan who told her fruits and vegetables will be delivered on Nov 21. On Dec 21 Wally Matthew will be picking up the Boston Food Bank truckload.

Senior Tax Abatement—Amy reported the program is going along fine

New Grill-Kevin said he did check Walmart but all grills were sent back to the warehouse. We will have to wait until spring to purchase a new grill with the Milford Nat'l Bank donation.

Veteran's Appreciation-crews are in place. Amy and Kevin will shop later today.

Holiday Dinner-we decided on roast pork, mashed sweet potatoes and green beans almondine with the possibility of Jubilee rolls for desert. Peg made a motion to approve up to \$400 from the gift account to fund the dinner. If the annual Ferrucci donation is received, we will subsidize any cost over the donated amount not to exceed \$400. Earl seconded. All approved.

Senior Center Study-nothing is happening on this. The BOS has to appoint a police department study committee first. The BOS also confirmed the building has not been turned over to the town.

Policy Review-we reviewed the Acceptable Behavior Policy and decided to add the words "in writing" under suggestions and eliminating the words "by appointment only". Peg made a motion to this effect. Earl seconded. All approved.

### New Business

Outreach Update-now that we have 16 outreach hours to work with, Amy said Beverly Hart is finding the increase from 6 hrs to 16 difficult. According to Town Administrator job sharing would be

acceptable. Amy will find out if we need approval from BOS. We would have to advertise for the part time position. On another matter we decided on a sub-committee to work with Beverly and Carol on ideas on what we could do for senior housing residents. Peg and Mary Ann volunteered to be on the committee. Peg suggested Valentine's Day might be a good time to do something nice for them.

FY 2017 Budget-Kevin and Amy worked on a level services budget. They tweaked some line items by either increasing or decreasing as need dictated. Kevin still intends to ask for the additional five hours for the director's position.

Possibility of Associate COA Members-Amy asked Emmett Schmarsow about doing this. He said associate members have no voting privileges. Kevin felt we should clear it with BOS if we decide to take on associate members.

#### Open Forum

The Scout who plans to build a shelf in the garage for durable medical equipment has submitted plans to Amy. Unfortunately, the plans are not clear. We need a simpler diagram with height, depth, etc. Dick Skinner volunteered to work with this individual.

Meeting adjourned at 12:09 pm.

Respectfully submitted,

Ann Vandersluis

Secretary